

AMEND SECTION 3005(c), (d), and (e) TO READ:

3005. Definitions.

...

(c) "Final examination" means the test by which the sponsor, after completion of a ~~correspondence~~ continuing education offering, determines whether a participant has successfully completed the offering according to standards previously approved by the Department.

(d) "Material change" as used in Section 3007.2 means a significant deviation, in one or more aspects, from the offering as approved by the Department including a change in curriculum, course length, method of presentation, workbooks, texts, or syllabi, but not including changes designed exclusively to reflect recent changes in statutes, regulations or decisional law.

(e) "Completed" as used in Sections 3006, 3006.1, and 3013 in reference to a ~~correspondence~~ continuing education offering, means the date of successful completion of a final examination.

Note: Authority cited: Sections 10080 and 10170.4, Business and Professions Code. Reference: Sections 10170.4 and 10170.5, Business and Professions Code.

AMEND SECTION 3006(d) TO READ:

3006. Criteria for Approval of Offerings.

...

(d) A ~~correspondence~~ continuing education offering shall have an appropriate form of final examination, such as, but not limited to, multiple choice, essay or oral examinations.

Note: Authority cited: Sections 10080 and 10170.4, Business and Professions Code. Reference: Sections 10170.4 and 10170.5, Business and Professions Code.

ADOPT SECTION 3007.05 TO READ:

3007.05 Forms of Identification Accepted.

A participant shall present one of the following forms of identification immediately before admittance to a live presentation of an offering or, immediately before the administration of the final examination for a correspondence offering.

(a) A current California drivers license.

(b) A current identification card described in Section 13000 of the California Vehicle Code.

(c) Any identification of the participant issued by a governmental agency or a recognized real estate related trade organization within the immediately preceding five years which bears a photograph, signature and identification number of the participant.

Note: Authority cited: Sections 10080 and 10170.4, Business and Professions Code. Reference: Section 10170.4, Business and Professions Code.

ADOPT SECTION 3007.2 TO READ:

3007.2 Material Change in Course Offering

(a) Any proposed material change to an approved offering shall be submitted by the sponsor to the Department for consideration and approval prior to use.

(b) A material change as defined in Section 3005(d) shall require a new application and fee.

Note: Authority cited: Sections 10080 and 10170.4, Business and Professions Code. Reference: Sections 10170.4 and 10170.5, Business and Professions Code.

AMEND SECTION 3007.3 TO READ:

3007.3. Final Examination Rules For Correspondence Offerings.

(a) Sponsors shall establish and participants shall observe the following final examination rules for approved ~~correspondence~~ offerings:

(1) The final examination shall provide for the testing, examination or evaluation of participants.

The sponsor shall take steps to protect the integrity of the examination and to prevent cheating in an examination.

(2) The examination shall not be taken by participants until completion of the instructional portion of the ~~correspondence~~ offering to which the examination applies.

(3) Participants taking a correspondence offering shall be limited to completion of final examinations for that offering for a maximum of fifteen credit hours during any one 24 hour period.

(b) A violation of a final examination rule by the sponsor or the sponsor's representative administering the examination shall constitute grounds for denial or withdrawal of approval of the offering.

(c) To pass the examination, a participant must achieve a percentage score of 70 percent or more.

(d) Time involved in the final examination process may be included in establishing "clock-hours" for the offering.

Note: Authority cited: Sections 10080 and 10170.4, Business and Professions Code. Reference: Section 10170.4, Business and Professions Code.

AMEND SECTION 3011.4 TO READ:

3011.4. Petitions for Equivalency for Attendance at Unapproved Programs.

(a) The Commissioner, when acting upon a petition for continuing education credit for completing a course that is not approved, shall apply the criteria set forth in Sections 3006 and 3007.3.

(b) The applicant shall submit a petition under penalty of perjury including at least the following information:

- (1) The name, address, and telephone number of the course sponsor or school.
- (2) The title of the course.
- (3) The title, publisher, and date of publication of any text or course material used.
- (4) The number of clock hours attended.
- (5) Any outline or syllabus.
- (6) ~~For correspondence courses a~~ A final grade report for the final examination(s) ~~or evaluation~~ and a list of reading assignments with page references.

Note: Authority cited: Sections 10080 and 10170.4, Business and Professions Code. Reference: Sections 10170.4 and 10170.5, Business and Professions Code.